**Executive Regional Directors**

**Weekly PLC Team Meeting**

**November 13, 2013**

**7-8:30 am**

**Guiding Question:** How do we become a Professional Learning Community (PLC) as we meet the five district goals and implement the 21st Century Model of Education?

**Long-term targets:**

* Be a professional learning community (PLC) by consistently and fully implementing PLC procedures and structures throughout the district
* Meet the five district goals
* Implement the MCPS 21st Century Model of Education
* Integrate the Montana Common Core States Standards in English Language Arts and mathematics across the district
* Collaborate with UM and other community stakeholders to implement goals of SHAPE P-20 grant

**Short-term targets for this meeting:**

* Confirm Jan 13th UM/MCPS collaboration ½ day session with principals: focus on Change Leadership
* Review and confirm Nov 17th K-12 Leadership PLC Agenda: send out
* Review targets and agenda for December K-5, MS, and HS meetings
* Practice December ERD/Regional meeting focused on Data Wise – prepare by completing readings in advance

**Roles for this meeting:**

* **Facilitator/Time Keeper** - Mark
* **Agenda Setter**/**Note taker** - Heather
* **Reading** - Karen

**AGENDA**

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| **TIME** | **ACTIVITY** |
| **7:00-7:05** | Review and revise agenda **(Mark)** |
| **7:05-7:15** | Reading **(Karen)**   * *Data Wise,* pp. 100-115 (BLUE) * *Data Wise in Action,* pp. 87-104 (GREEN) |
| **7:15-7:25** | Confirm Jan 13th UM/MCPS collaboration ½ day session with principals: focus on Change Leadership/Principals as Agents of Change (2-5pm; use as January Principal meeting replacement for K-5, MS, HS) **(Heather)**  Will discuss with Alex 11/14 before confirming with UM. Need draft agenda from them by Dec 6th.  Karen and Heather will meet Friday morning, Nov 15th, to complete PLC template. This will be shared with UM collaborators. Heather will work to schedule a meeting with UM collaborators. |
| **7:25-7:40** | Review and confirm Nov 19th K-12 Leadership PLC Agenda: send out **(Karen)**  Karen will send this out by noon today.  Heather will work with Diane Anderson to create a “ladder of inference” poster.  December meeting will focus on the PLC survey. Have participants complete ahead of time. Heather will work to create this electronically.  January meeting will focus on team SMART goals; short-term goals that will lead toward meeting the long-term building goal.  Karen and Heather will meet Friday morning, Nov 15th, to complete PLC template. |
| **7:40-7:55** | Review targets and agenda for December K-5, MS, and HS meetings **(Heather)**  Go back to data inventory that we are asking principals to complete in November.  Activity that prepares principals to have January parent meeting on CCSS (work with Alanna, Ginny, and Kathleen). |
| **7:55-8:10** | Practice December ERD/Regional meeting focused on Data Wise – prepare by completing readings in advance **(Heather)** |
| **8:10-8:20** | Address other items not on agenda  District Pulse will be shared with principals in a Dec or Jan 7am Tuesday am meeting AND in individual weekly ERD/principal meetings. |
| **8:20-8:25** | Conclude meeting with a summary  Determine items for next meeting agenda  Confirm assignments and next steps |
| **8:25-8:30** | Plus/Delta   * What went well? What might we do differently? * How did we do with following our norms? |